

**Meeting Minutes
October 9, 2019**

EXECUTIVE COMMITTEE MEMBERS	DEPARTMENT OF HUMAN SERVICES
Mark Anderson – present	Gerd Clabaugh – present
Kimberly Kudej – absent	Mikki Stier - present
Sam Wallace – present	Rick Schults - present
Carol Forristall – present	Mike Randol - present
Rebecca Peterson – present	Carrie Malone - present
Skylar Mayberry-Mayes - present	Matt Highland - present
	Julie Dougherty - present

EX-OFFICIO LEGISLATIVE MEMBERS
Representative Joel Fry – absent
Representative Timi Brown-Powers - absent
Senator Amanda Ragan – absent
Senator Mariannette Miller-Meeks – absent

Guests

Clint Reynolds – WRC
Dawn Stevenson – WRC
Phillip Werger – WRC
Val Kilmer – WRC

Diane Stout – WRC
Jennifer Wyant – WRC
Susan Smith - WRC
Kelsey Thien – Caucus Staff

Call to Order

Chair Mark Anderson called the Council meeting to order at 10:00 a.m. in the conference room at the Woodward Resource Center in Woodward, Iowa.

Roll Call

Five council members were present.
All Ex-officio legislative members were absent.

Approval of Minutes

A motion was made by Wallace and seconded by Forristall to approve the minutes of the September 10-11, 2019 meeting.

MOTION UNANIMOUSLY CARRIED

Representative Mark Smith

Representative Smith requested that the DHS Council review the LMSW laws and rules to ensure that what DHS has stated aligns with IDPH licensing requirements. Medicaid Director Mike Randol will provide an update at the November council meeting and a discussion will be held.

Rules

Mikki Stier presented the following rules for adoption:

R-1. Amendments to Chapter 13, "Program Evaluation." These amendments clarify the programs that are reviewed by the Department of Human Services Quality Control Bureau. These amendments also update forms that are required in that process and remove obsolete forms.

A motion was made by Forristall to approve and seconded by Wallace.

MOTION UNANIMOUSLY CARRIED.

R-2. Amendments to Chapter 79, "Other Policies Relating to Providers of Medical and Remedial Care," Chapter 80, "Procedure and Method of Payment," and Chapter 81, "Nursing Facilities." These amendments provide updated form names, numbers and terminology and remove references to form names and numbers that are no longer in use.

A motion was made by Wallace to approve and seconded by Forristall.

MOTION UNANIMOUSLY CARRIED.

R-3. Amendments to Chapter 109, "Child Care Centers". These amendments document the expectation of a pre-inspection visit prior to granting a new child care center permission to open. Pre-inspection visits occur in practice already. These amendments clarify the expectation around Department receipt of the regulatory fee during application and when and where the fee is submitted. These amendments better align rules to current practice.

A motion was made by Mayberry-Mayes to approve and seconded by Wallace.

MOTION UNANIMOUSLY CARRIED.

R-4. Amendments to Chapter 109, "Child Care Centers," Chapter 110, "Child Development Homes," and Chapter 120, "Child Care Homes." These amendments change child abuse mandatory reporter training requirements for child care providers from once every five years to once every three years with modified expectations. These amendments remove the five-year requirement and state that certification must be maintained. Child care providers would be able to continue their professional development requirements without repeating the same training and may also receive credit for the training taken.

A motion was made by Wallace to approve and seconded by Mayberry-Mayes.

MOTION UNANIMOUSLY CARRIED.

The following amendments to the administrative rules are presented as **Notice of Intended Action** for review by the Council.

N-1. Amendments to Chapter 77, “Appeals and Hearings.” In an ongoing effort to streamline the Department’s processes and provide accessibility to consumers. The Department has revised its appeal rules with the following goals in mind:

- Simplification
- Uniformity
- Clarification of scope
- Clearly defining appeal rights
- Protecting self-represented litigants

In this effort the Department has sought to eliminate redundancies, streamline processes across programs where permissible under state and federal law, clarify circumstances in which appeal hearings are granted and ensure conformity among appeal processes.

N-2. Implements a new Chapter 16, “Notices”. Amendments to Chapter 14, “Offset of County Debts Owed Department”; Chapter 40, “Application for Aid,” Chapter 41, “Granting Assistance,” Chapter 46, “Overpayment Recovery,” Chapter 74, “Iowa Health and Wellness Plan,” Chapter 75, “Conditions of Eligibility,” Chapter 76, “Enrollment and Reenrollment,” Chapter 79, “Other Policies Relating to Providers of Medical and Remedial Care,” Chapter 82, “Intermediate Care Facilities for Persons with an Intellectual Disability,” Chapter 83, “Medicaid Waiver Services,” Chapter 86, “Healthy and Well Kids in Iowa (HAWK-I) Program,” Chapter 90, “Targeted Case Management,” Chapter 91, “Medicare Drug Subsidy,” Chapter 93, “PROMISE JOBS Program,” Chapter 95, “Collections,” Chapter 106, “Certification Standards for Children’s Residential Facilities,” Chapter 109, “Child Care Centers,” Chapter 153, “Funding for Local Services,” Chapter 170, “Child Care Services,” and Chapter 187, “Aftercare Services Program,” Iowa Administrative Code.

These amendments propose to adopt a new Chapter 16, “Notices” to centralize administrative rules regarding timely and adequate notices. In addition, these amendments update cross-references in other chapters regarding timely and adequate notices based on changes in Chapter 7 cross references that are being updated. The Department is still required to provide timely and adequate notice. The rules are simply being moved from one chapter into a centrally located chapter and rules updated accordingly.

N-3. Amendments to Chapter 73, “Managed Care.” 2019 Iowa Acts, House File 766, section 63, requires the Department to adopt rules to require that both managed care and fee-for-service payment and delivery systems utilize a uniform process, including but not limited to uniform forms, information requirements, and time frames, to request medical prior authorizations under the Medicaid program.

A motion was made by Wallace and seconded by Mayberry-Mayes to approve the noticed rules. **MOTION UNANIMOUSLY CARRIED.**

Managed Care Update

Medicaid Director Mike Randol gave an update on the third quarter Managed Care Report.

Council Update

Council member Carol Forristall gave a brief update on the flooding in her area of Iowa.

Director's Report

Director Clabaugh thanked the staff of Woodward Resource Center for hosting the Council. He also thanked the council for their support during his time as Interim Director of DHS.

Presentations

MHDS Division Administrator Rick Shults and Public Service Manager of Woodward Resource Center Clint Reynolds gave a presentation on the history of the facility and services for individuals with developmental disabilities provided at Woodward Resource Center.

Next Meeting

The next meeting of the Council on Human Services will be November 13, 2019 at the Hoover State Office Building. The following items will be added to the agenda:

- Update on Children's Mental Health Board
- Family Planning Report
- 4th quarter Managed Care Report
- Follow up on Representative Smith's request

Adjournment

Chair Mark Anderson adjourned the meeting at 11:25 a.m.

Respectfully Submitted by,
Julie Dougherty
Council Secretary
JD